

**RESEARCH PROGRAM SPECIALIST I  
(GEOGRAPHIC INFORMATION SYSTEMS)  
AND  
RESEARCH PROGRAM SPECIALIST II  
(GEOGRAPHIC INFORMATION SYSTEMS)**

**PROMOTIONAL EXAMINATION**

CALIFORNIA STATE GOVERNMENT - AN EQUAL OPPORTUNITY EMPLOYER TO ALL REGARDLESS OF RACE, COLOR, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, MARITAL STATUS, DISABILITY, RELIGIOUS OR POLITICAL AFFILIATION, AGE, OR SEXUAL ORIENTATION.

IT IS AN OBJECTIVE OF THE STATE OF CALIFORNIA TO ACHIEVE A DRUG-FREE STATE WORK PLACE. ANY APPLICANT FOR STATE EMPLOYMENT WILL BE EXPECTED TO BEHAVE IN ACCORDANCE WITH THIS OBJECTIVE BECAUSE THE USE OF ILLEGAL DRUGS IS INCONSISTENT WITH THE LAW OF THE STATE, THE RULES GOVERNING CIVIL SERVICE AND THE SPECIAL TRUST PLACED IN PUBLIC SERVANTS.

**DEPARTMENTAL  
PROMOTIONAL FOR**

EMPLOYMENT DEVELOPMENT DEPARTMENT (EDD)

**POSITIONS EXIST**

Positions exist in Sacramento only.

**POSITION  
DESCRIPTION**

**RESEARCH PROGRAM SPECIALIST I (GEOGRAPHICAL INFORMATION SYSTEMS) (GIS)** in the EDD serves as a key departmental staff person possessing a highly developed level of skills, knowledge, and ability in the techniques and methodologies utilized in Geographic Information Systems. The skills, knowledge, and ability of the specialist are beyond that of a journey-level staff person working with GIS. The incumbents participate on and may lead complex research projects involving spatial analysis. The incumbent is expected to participate and sometimes lead in the design and testing of complex spatial data bases for departmental program operations and policy analysis. They work independently and on teams with other professionals utilizing GIS and other advanced digital mapping and data management techniques to conduct research projects.

**RESEARCH PROGRAM SPECIALIST II (GEOGRAPHIC INFORMATION SYSTEMS) (GIS)** in the EDD serves as the principal departmental GIS specialist, possessing expert skills, knowledge, and ability in the techniques and methodologies utilized in Geographic Information Systems. The incumbent performs in a lead capacity on the most complex research projects involving spatial analysis, and is expected to lead in the design and testing of complex spatial data bases for departmental program operations and policy analysis. The specialist works independently or leads teams of professionals utilizing GIS and other advanced digital mapping and data management techniques to conduct research projects.

**SALARY RANGES**

RESEARCH PROGRAM SPECIALIST I (GIS)	\$4516 - \$5489 per month
RESEARCH PROGRAM SPECIALIST II (GIS)	\$4960 - \$6028 per month

**FINAL FILING DATE**

**July 21, 2006**

**COMPETITION LIMITED  
TO STATE EMPLOYEES**

Applicants must have a permanent civil service appointment with the EDD by the **Final Filing Date** in order to take this exam.

**SPECIAL FILING  
INSTRUCTIONS**

Applicants who meet the minimum qualifications and wish to participate in both examinations may file one Examination Application (STD 678) for both examinations; however, applications must include the class title for each examination for which the applicant is applying in the space provided on the application where it states, "EXAMINATIONS FOR WHICH YOU ARE APPLYING."

**SEE PAGE 2 FOR ADDITIONAL INFORMATION**

**RESEARCH PROGRAM SPECIALIST I (GIS)  
RESEARCH PROGRAM SPECIALIST II (GIS)**

**LQ93-7418 (HRE16)  
LQ79-7419 (HRE16)**

**FINAL FILING DATE: July 21, 2006**

**FILING  
INSTRUCTIONS**

All Examination Application (STD 678) must be **POSTMARKED** no later than the final filing date in order to be considered for these examinations. Applications received after the final filing date will not be considered for any reason. Applications not sent through the U.S. Postal Service (i.e., hand carried to the Human Resource Services Division) must be **RECEIVED BY 5:00 P.M. ON THE FINAL FILING DATE**. Use of EDD metered mail, including interoffice mail (e.g., red or gold bag), and faxed applications are prohibited. Submit applications directly to:

**MAILING ADDRESS:**

Employment Development Department  
Human Resource Services Division, MIC 54  
Attention: RPS (GIS) Exam  
P.O. Box 826880  
Sacramento, CA 94280-0001

**FILE IN PERSON ADDRESS:**

Employment Development Department  
Human Resource Services Division  
Attention: RPS (GIS) Exam  
751 N Street, 6<sup>th</sup> Floor Solar Building  
Sacramento, CA 95814

**Note:** To gain access to the 6<sup>th</sup> Floor Solar building, you must enter at 722 Capitol Mall and sign in at the security desk.

***DO NOT SUBMIT APPLICATIONS TO THE STATE PERSONNEL BOARD***

**Note:** All applications must include "from" and "to" dates (month/day/year), time base, civil service class titles, and range. **Applications received without this information may be rejected because of incomplete information.**

**REASONABLE  
ACCOMMODATIONS**

If you need an accessible test location, an interpreter, or other special testing arrangements because of a disabling condition or your religious belief, please complete question 2 and/or 3 on page 1 of the Examination Application (STD 678). You will be contacted and necessary arrangements will be made.

**REQUIREMENTS FOR  
ADMITTANCE TO THE  
EXAMINATION**

**Note:** All applicants must meet the education and/or experience requirements for this examination by the final filing date.

Qualifying experience may be combined on a proportionate basis if the requirements stated below include more than one pattern and are distinguished as "Either" I "or" II. For example, candidates possessing qualifying experience amounting to 50% of the required time of Pattern I, and additional experience amounting to 50% of the required time of Pattern II, may be admitted to an examination as meeting 100% of the overall experience requirements.

***Minimum Qualifications  
For RPS I (GIS)***

**RESEARCH PROGRAM SPECIALIST I (GEOGRAPHICAL INFORMATION SYSTEMS)**

Experience and education which provide the ability to independently and successfully perform complex research and analysis projects involving various types of digital spatial data and techniques and methodologies associated with Geographic Information Systems. And

**Either I**

One year in California state service performing research duties at a level of responsibility equivalent to that of Research Analyst II (Geographic Information Systems).

**Or II**

Experience: Three years of progressively responsible technical research experience above the trainee level engaged in the collection, evaluation, compilation and analysis of digital spatial data. (A Doctoral Degree in Geography or a research-oriented field may be substituted for two years of the required experience. A Master's Degree in the above field may be substituted for one year of the required experience.) (Experience in California state service applied toward this requirement must include one year of experience in a class at a level of responsibility equivalent to Research Analyst II.) And

Education: Graduation from college with any major but with extensive course work in geography or a related field. This education must include a combined total of at least six semester hours in geographic analysis techniques.

**REQUIREMENTS FOR  
ADMITTANCE TO THE  
EXAMINATION  
(Continued)**

***Minimum Qualifications  
for RPS II (GIS)***

**RESEARCH PROGRAM SPECIALIST II (GEOGRAPHICAL INFORMATION SYSTEMS)**

Experience and education which provide the ability to independently and successfully perform the more complex research and analysis projects involving various types of digital spatial data and techniques and methodologies associated with Geographic Information Systems. And

**Either I**

One year in California state service performing research duties at a level of responsibility equivalent to that of Research Program Specialist I (Geographic Information Systems).

**Or II**

Experience: Four years of progressively responsible technical research experience above the trainee level engaged in the collection, evaluation, compilation and analysis of digital spatial data. (A Doctoral Degree in Geography or a research-oriented field may be substituted for two years of the required experience. A Master's Degree in the above field may be substituted for one year of the required experience.) (Experience in California state service applied toward this requirement must include one year of experience in a class at a level of responsibility equivalent to Research Program Specialist I.) And

Education: Graduation from college with any major but with extensive course work in geography or a related field. This education must include a combined total of at least six semester hours in geographic analysis techniques.

***Note to All Applicants  
Regarding Education***

All applicants must list on the Examination Application (STD 678) the statistics courses completed. Applicants with a college major other than a "research related field" must identify the field in which they completed "extensive course work" and list courses completed.

**SPECIAL PERSONAL  
REQUIREMENTS**

Demonstrated ability to act independently; initiative; flexibility; and tact.

**SCOPE**

**A. Knowledge of:**

1. Geographic research methods and spatial statistics.
2. Techniques and methodologies of Geographic Information Systems.
3. Principles and procedures of digital spatial data entry, storage analysis and output.
4. Programming techniques for geographic analysis.
5. Spatial data base design and management techniques.
6. Cartographic design and production techniques.

**B. Ability to:**

1. Identify spatial data needs for complex analyses and assess adequacy of existing data to meet these needs.
2. Develop procedures for collection and integration of disparate digital and nondigital data sources.
3. Design and test complex data base structures for storage and manipulations of spatial data.
4. Perform complex spatial analyses as required for economic workforce planning, natural resource management, land use and transportation planning, emergency response planning, or health assessments.
5. Design effective cartographic products using standard mapping practices and conventions.

**EXAMINATION  
INFORMATION**

This examination will consist of a Promotional Readiness Evaluation process weighted 100%. In order to obtain a position on the eligible list, a minimum rating of 70% must be attained.

Oral Interview: Candidates will be scheduled to appear before a Qualifications Appraisal Panel (QAP) for an oral interview consisting of predetermined job-related questions.

The QAP will assign each candidate a final competitive score based on the information provided in the candidate's response to the interview questions.

**CANDIDATES WHO DO NOT APPEAR FOR THEIR SCHEDULED INTERVIEW WITH BE  
DISQUALIFIED FROM THE EXAMINATION PROCESS.**

***Education and  
Experience***

**Note:** If conditions warrant, this examination may utilize an evaluation of each candidate's experience and education compared to a standard developed from the class specifications. For this reason, it is extremely important that each candidate take special care to accurately and thoroughly complete his/her application.

List all experience relevant to the "Requirements for Admittance to the Examination" shown on this bulletin, including a complete list of any paid and/or volunteer part-time, full time, and/or military service work experience, regardless of the duration.

**ELIGIBLE LIST  
INFORMATION**

As a result of this examination, two Departmental open eligible lists will be simultaneously established for the EDD. Eligibility expires 12 months after it is established unless the needs of the services and conditions of list warrant a change in this period.

**INQUIRIES ABOUT  
THIS EXAMINATION**

The EDD encourages all potential applicants to read this entire bulletin. All inquiries about this examination should be directed to Joann Dominguez at (916) 654-8634 or Pat Akers at (916) 651-9399. Please refer to page 5 of this bulletin for additional examination information. In addition, examination information can also be obtained on the Internet at [www.edd.ca.gov](http://www.edd.ca.gov).

***Examination Hotline***

EDD maintains a 24-hour recorded Automated Call Processing System. This system, which is updated weekly, provides information on upcoming final filing dates for EDD's open and promotional examinations. To access this system from a touch-tone telephone, call (916) 654-6869.

## GENERAL INFORMATION

**THE EMPLOYMENT DEVELOPMENT DEPARTMENT** reserves the right to revise the examination plan to better meet the needs of the service if the circumstances change under which this examination was planned. Such revision will be in accordance with civil service laws and rules and all candidates will be notified.

**IT IS THE CANDIDATE'S RESPONSIBILITY** to contact the Employment Development Department, Human Resource Services Division, (916) 654-6869, four weeks after filing his/her application if he/she has not received a Receipt of Application notice.

**If a candidate's notice** of oral interview fails to reach him/her prior to the day of the interview due to a verified postal error, he/she will be rescheduled upon written request.

**EXAMINATION APPLICATIONS** (STD 678) are available at local offices of the Employment Development Department, at the State Personnel Board, and on the Internet at [www.spb.ca.gov](http://www.spb.ca.gov).

If you meet the requirements stated on this bulletin you may take this examination, which is competitive. Possession of the entrance requirement(s) does not ensure a place on the eligible list. Your performance in the examination described on this bulletin will be compared with the performance of the other candidates who take this test, and all candidates who pass will be ranked according to their scores.

**EXAMINATION LOCATIONS:** When a written test is part of the examination, it will be given in such places as the number of candidates and conditions warrant. When oral interviews are part of the examination, ordinarily such interviews are scheduled in the following areas: Sacramento, San Francisco, and Los Angeles. However, locations of interviews may be limited or extended as conditions warrant.

**INTERVIEW SCOPE:** If an interview is conducted, in addition to the SCOPE described on this bulletin, the Qualifications Appraisal Panel will consider education, experience, personal development, personal traits, and fitness. In appraising experience, more weight will be given to the breadth and recency of pertinent experience and evidence of the candidate's ability to accept and fulfill increasing responsibilities than to the length of his/her experience. Evaluation of a candidate's personal development will include consideration of his/her recognition of his/her own training needs, his/her plans for self-development, and the progress he/she has made in his/her efforts toward self-development.

**ELIGIBLE LISTS:** Eligible lists established by competitive examination, regardless of date, must be used in the following order: 1) subdivisional promotional, 2) departmental promotional, 3) multidepartmental promotional, 4) servicewide promotional, 5) departmental open, 6) open eligible list. When there are two lists of the same kind, the older must be used first. Eligible lists will expire in from one to four years unless otherwise stated on this bulletin. In the case of continuous testing examinations, names are merged into the appropriate eligible lists in order of final test scores regardless of the date of the test, and the resulting eligible lists will be used only to fill vacancies in the area shown on the bulletin.

**CAREER CREDITS:** Career Credits are granted only in Open, Nonpromotional examinations, as follows: 1) State employees with permanent civil service status; 2) full-time employees of the State who are exempt from State civil service pursuant to the provision of Section 4 of Article VII of the California Constitution, meet all qualification requirements specified by the Board, and have 12 consecutive months of service in an exempt position; and 3) members of the California Conservation Corps who have served one full year or are graduates of the California Conservation Corp (eligibility shall expire 24 months after graduation from the California Conservation Corps). Three points are added to the final test score of those candidates who meet the above criteria and who pass the examination. Such examinations cannot be for managerial positions as described in Government Code Section 3513. Competitors not currently employed in State civil service who have mandatory reinstatement rights may also be eligible for career credits, but they must explain their civil service status in the appropriate section on the Application Form 679. (Section 4 of Article VII of the California Constitution is posted at the State Personnel Board, 801 Capitol Mall, Sacramento, CA.)

**VETERANS PREFERENCE:** California law allows granting of veterans preference credits to entrance level examinations in both Open and Open, Nonpromotional exams. Credit is granted as follows: In Open exams, 15 points for disabled veterans and 10 points for other veterans, widows or widowers of veterans, and spouses of 100% disabled veterans. In Open, Nonpromotional exams, 10 points for disabled veterans and five (5) points for other veterans. If you receive veterans preference credit in an Open, Nonpromotional examination, you cannot also receive career credits. Directions to apply for veteran's preference credit are on the Veterans Preference Application (Form 1093), which is available from Department of Veterans Affairs, P.O. Box 942895, Sacramento, CA 94285-0001, and on the Internet at [www.spb.ca.gov](http://www.spb.ca.gov).

**HIGH SCHOOL EQUIVALENCE:** Equivalence to completion of the 12th grade may be demonstrated in any one of the following ways: 1) passing the General Educational Development (GED) test; 2) completion of 12 semester units of college-level work; 3) certification from the State Department of Education, a local school board, or high school authorities that the candidate is considered to have education equivalent to graduation from high school; or 4) for clerical and accounting classes, substitution of business college work in place of high school on a year-for-year basis.

EMPLOYMENT DEVELOPMENT DEPARTMENT  
Human Resource Services Division, MIC 54  
P.O. Box 826880  
Sacramento, CA 94280-0001  
Telephone/Exam Hotline: (916) 654-6869  
Web site: [www.edd.ca.gov](http://www.edd.ca.gov)

California Relay Service for Hearing Impaired:  
From TDD Phone: (800) 735-2929  
From Voice Phone: (800) 735-2922

*TDD is a Telecommunications Device for the Deaf and is reachable only from telephones equipped with a TDD device.*